

CONFIDENTIAL

Attn: Chief, Administrative Services Div.
CIA Records Officer

10 January 1951

Microfilming project for OSI

1. The following is for your information, relating to my inquiry as to possible microfilming help for a small microfilming project proposed by the Office of Scientific Intelligence.

2. A [] P & P/OSI, made request to [] for the microfilming of some 4000 cards under the control of an Air Forces project at the Library of Congress. This request was made orally on 2 January.

3. [] referred the request to the CIA Records Officer for investigation and clearance through necessary liaison channels. This has been done, though it produced several days delay.

4. The CIA Records Officer was cleared to see the custodian of the file and arranged for an interview this morning. Because of the insistence of the requestor, and the delays which have occurred it seems proper to report to you the result of the interview with the Air Forces representative, a Mr. John Stearns. The following was learned:

a. The Air Forces will require [] to make his request in writing, through channels, due to the nature of the request and the work-load of the project.

b. If the request is granted, it is preferred by the project that the microfilming itself be done by Library of Congress personnel and equipment on a reimbursement basis. However, they desire to ask CIA to perform for itself any enlarging from the microfilm.

5. This report will be made today to OGD/Liaison and to []

cc: OGD Liaison

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Approved For Release 2005/11/21 : CIA-RDP70-00211R000300210014-9

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Administrative Services Div.

DATE: 10 Jan 1951

FROM : CIA Records Officer

SUBJECT: Microfilming project for OSI

1. [] on 2 January, relayed a request to me that we arrange to microfilm some cards held by the Air Forces, A-2 project at the Library of Congress for a [] of OSI. [] recommended the request be cleared through the OCD Liaison.

2. The same day, I was referred by OCD Liaison to [] OCD/IR who had been delegated liaison responsibilities between CIA and this project. [] called Mr. John F. Stearns who is in charge of the A-2 project to discuss, briefly the status of the file and to assist in opening the way for microfilming. However, [] felt it necessary to consult with [] of OSI for some justification of the work.

3. On 3 January, [] discussed the matter with [] noted some question as to the lack of clearance of the liaison in the first instance. There was also some question in that [] was told the file would be reproduced in a publication within perhaps 10 days, whereas the original plans called for publication in about 4 months. On 4 January [] called to say that some other matters had come up and that I should delay taking any further action until asked to do so.

4. On 8 January [] called [] to learn what was the status of his request. Earlier on the same day [] had arranged a meeting with [] and myself to discuss the problems involved. As the result of the meeting, and as reported to [] I was asked to proceed with making arrangements to see Mr. Stearns. This was done, and an appointment was made for 10 January.

5. In the meantime I asked you for possible microfilming assistance and [] agreed such could be supplied on short notice. This morning I visited Mr. Stearns, and learned the following:

- The A-2 project will require from [] a written request for reproduction, such request to clear through the regular channels.
- If the request is granted, it is preferred by the A-2 project to have the microfilming itself done by facilities and personnel of the Library of Congress, but would prefer to turn the film over to CIA either just after exposure or perhaps just after development. CIA will have to make any enlarged prints desired. CIA would be asked to reimburse the project for costs involved, which should not exceed \$120.00

6. The above is for your information and the record in view of the delay which has occurred. [] was not available during the early stages for technical advice.

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ROUTING SLIP

REMARKS:

bill- you'd best write
yourself a historical note on this
for the file — Joe

TRANSMITTAL: SLIP		
9 January 1951 DATE		
TO: CIA Library, Attn: <input type="text"/>		
BUILDING "M"	ROOM NO. 1040	
REMARKS:		
FROM: <input type="text"/>		
BUILDING "One"	ROOM NO. 2117	EXTENSION
FORM NO. 36-8 SEP 1946		

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